

Attachment Q1-C: Application Checklist*

*See Question 1 Administrative Regulations, Section 4.2 for reference. To be used with funding allocations made from the first bonds sold pursuant to chapter 6 of Statutes of Nevada 2001, Special Session.

Please complete the following checklist items. Attach pertinent documentation prepared by the applicant to the General Application form:

- ☐ 1. A completed application package on forms provided by the Question 1 Program Coordinator; Forms to be completed include the Original Application, Attachment Q1-C (this checklist), Attachment Q1-R, and Q1-E (If applicable). Two copies in addition to an original general application are to be submitted.
- ☐ 2. The total projected cost of the project, including without limitation as appropriate, the estimated costs for planning, design, acquisition (Acquisition costs must be *actual*) and construction and how the estimated costs were derived;
- ☐ 3. The amount of money requested for the project;
- ☐ 4. A detailed description of the project and how the proposal meets the intent of the Program; Refer to AB9, Section 2, Subsection 7.
- ☐ 5. Documentation of the project's commencement on or after July 1, 2000;
- ☐ 6. A phasing and implementation schedule;
- ☐ 7. Documentation of qualifications of the nonprofit organization, if applicable;
- ☐ 8. A detailed description of matching contributions; See Attachment Q1-M for reference, or Section 6 of the Administrative Regulations.
- ☐ 9. Proof of any title to land, lease or easement that is required to carry out the project or a letter of intent between the property owner and the acquiring governmental entity; Documents presented may include the following: Recorded Grant Deeds, Title Reports, Lease Agreements, Easement Agreements, Letter of Intent to Purchase.
- ☐ 10. Proof of a willing seller/donor and willing buyer/receptient, if applicable;

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- ☐ 11. If the application is by a nonprofit conservation organization for acquisition of land or water, or interests in land or water, the organization's most current financial statement as well as specific details on how the investment of state monies will be secured by an interest in the property;
- ☐ 12. A location map and site plan of the project at an appropriate scale; Location maps shall be sized 8.5" x 11". Construction plans/details shall be drawn at 1/20 scale or larger.
- ☐ 13. A statement from the appropriate local, regional, state or federal agency regarding the conformity of the project to all applicable local, regional, state, and if appropriate, federal plans;
- ☐ 14. Documentation and statement by the applicant that adjacent property owners within a one mile radius of the subject property boundary or closest 10 property owners, whichever is greater, were fully notified about the proposal prior to submittal to the Division. The Administrator has the discretion to vary this requirement on a case by case basis; Documentation shall include a list of property owners notified, including their mailing addresses.
- ☐ 15. A statement from the local affected jurisdiction detailing issues, concerns, support or opposition to the proposal;
- ☐ 16. Completed Initial Environmental Impacts Checklist if applicable and a summary of the proposed project mitigation plan if applicable; and
- ☐ 17. A summary of the proposed operation and maintenance plan of the project for a period of not less than 20 years, including without limitation, the identity of the person/entity who shall operate the project and provide the maintenance.

End of Checklist

For guidance on completion of the above checklist items, please reference the Nevada Division of State Lands Administrative Guidelines - Question 1 Program.